

C O P Y
OF A
CIRCULAR LETTER
TO
COLONELS
OF
REGULAR REGIMENTS
OF
INFANTRY
RELATIVE TO
REGIMENTAL PAY MASTERS.

NOVEMBER 18th, 1797.

WAR-OFFICE:

PRINTED AND SOLD BY J. WALTER, AT
HOMER'S HEAD, CHARING-CROSS.

1797.



COPY

CIRCULAR LETTER

COLORED

REVENUE AND THE DEPARTMENT

IN THE YEAR

RECEIVED BY THE DEPARTMENT

NOVEMBER 1884



C O P Y
OF A
CIRCULAR LETTER
TO
C O L O N E L S
OF
REGULAR REGIMENTS
OF
I N F A N T R Y.

War-Office, 18th Nov. 1797.

IT having appeared to the King upon
mature Consideration, that the Ap-
pointment of Officers of Regiments to
act as Pay Masters thereto, is detrimen-
tal both to the Discipline, and to the
OEconomy, of the Army; and His Ma-
jesty having, in consequence, determined,
that all such Appointments shall cease on
24th December next, I am commanded
to signify the same to You, and that it
is His Majesty's Pleasure, you do re-
commend some Person properly quali-
fied,

fied, and for whose Character and Circumstances you will consider yourself responsible, to be nominated to the Paymastership of the Regiment under your command, and to act in that Capacity from 25th December next inclusive: For which a Special Military Commission will be granted to him (if approved) under the Sign Manual.

The Person holding such Commission is to rank as Captain in the Corps according to the Date thereof, but he is not to be liable to Regimental Duty: Nor is he to assume any Military Command, or to expect any Military Promotion.

Pay at the rate of Fifteen Shillings a Day is to be annexed to the Commission, and the same Baggage and Forage Money
is

is to be allowed as to Captains without Companies.

The Pay Master will be allowed a Clerk, who is to be an enlisted Soldier, to have the Rank and Pay of a Serjeant, and to be borne as such on the Strength of the Regiment, in addition to the Establishment of Serjeants.

The Pay Master will also be allowed Twenty Pounds per Annum, for Stationary and Postage.

The Halfpay List and the Reduced Regiments The King considers as furnishing the proper Objects of Choice for this Occasion; and I am accordingly commanded to direct your Attention thereto; in selecting such Person as you may submit to His Majesty's Consideration.

In case, however, you should think proper to recommend in preference to any other Person, the present Pay Master of your Regiment for the new Appointment, there will be no objection; but it is to be understood, that, when the Appointment takes place, he must resign his Regimental Commission, the regulated Value of which he will, if he purchased, be allowed to receive from the Officer succeeding thereto.

You will be pleased to report to me, as soon as possible, the Name of the Person, whom you would wish to be proposed for this Appointment; and who must be prepared to give Security to the Secretary at War for the Time being, himself in the Sum of Two Thousand Pounds,

Pounds, and two Sureties in the Sum of One Thousand Pounds each. Which Sums shall be forfeited on proof of Malversation, criminal neglect of Duty, or if it shall appear, that any valuable Consideration has been directly or indirectly given in order to obtain the Appointment.

In case of demise of either of the Sureties, you are forthwith to give Notice thereof to this Office, and to require your Pay Master to provide another without delay; on Acceptance of whom the Representatives of the deceased Surety will be discharged from further responsibility.

I enclose herewith for your further Information a Paper stating the Duties of Regimental Pay Masters under the

new System, and containing fundry Pro-
visions relative thereto.

I have the Honour to be, &c.

W. WINDHAM.

PAPER

(98)

PAPER REFERRED TO IN THE
SECRETARY AT WAR'S CIRCULAR
LETTER OF 18 NOV. 1797.

1. **T**HE Pay Master is to make out
Monthly Pay Lifts, containing
the Name of each individual of the Corps,
to which he belongs, subsisted by him
within the Month; and also to make up
all the Regimental Accounts Monthly to
the 24th of each Month inclusive, being
the Day to which the Men are required
to be accounted with according to the
King's Regulation.

2. Monthly Pay Lifts and Accounts of
the same Kind are also to be made up for

distant Detachments and Parties at the above-mentioned Period by their respective Commanding Officers, who are to be responsible in the first instance for the said Lists and Accounts, and to transmit them, authenticated by themselves, to Head Quarters, where they are to be annexed to the Regimental Lists and Accounts.

3. The Pay Master is to take Recruits into his Pay List only from the Time of joining, if the Corps is at Home; if Abroad, from that to which they shall have been subsisted on Embarkation. A Pay Master will be appointed to each Recruiting District at Home, who is to account for them and for the respective Parties within the same, till their Arrival

at

at Head Quarters, or at Chatham, or to their Embarkation.

4. To each Monthly Account is to be annexed a state of the Effects and Credits, or Debts of the non-commissioned Officers and Private Men deceased, or who may have deserted within the said Month.

5. The Pay Lists and Accounts are to be authenticated, each of them in the same Manner, and by the same Description of Officers, as at present, viz. by the Commanding Officer, Adjutant, and Pay Master, who will be held responsible, each in his respective Capacity, for their accuracy and exactness. The Pay Master, whose Office includes that of Muster Master, is to Muster the Corps he belongs to by his Pay List, on the 24th of each Month; after which the same is to be certified by
the

the Commanding Officer and Adjutant. The Adjutant is to produce at the said Musters Monthly Rolls made by himself, which are to be compared with the Pay Lifts, and to be certified, by the Commanding Officer.

6. The Pay Lifts and Accounts are to be transmitted regularly and by the earliest Opportunities to the Secretary at War; Duplicates are at the same Time to be transmitted for the Agents. From Regiments at Home they are to be dispatched on or before the first Day of the Month subsequent to that for which they are made: The Duplicates for the Agents are to be sent under the same Cover, as the Originals for the Secretary at War; with the following Endorsement on the Cover to the Agents, " Pay Lifts and Accounts

Accounts of the Regiment of
from to ."

The Adjutant's Rolls are to be transmitted to the War Office at the same Times as the Pay Lifts and Accounts.

7. The Pay Lifts thus made out and authenticated will be deemed to have the full Credit and Authority of Muster Rolls, and to be entire and incontrovertible Vouchers. The Accounts will be settled upon them finally; and no subsequent Appeal will be admitted on those Parts, to which they extend. As to the other Parts, no Alteration will be allowed after Settlement.

Printed Forms of Pay Lifts will be delivered to Pay Masters on application to the War Office.

8. If

8. If a Corps shall be stationed in any Place Abroad, for which there is no acting Deputy Pay Master General, the Pay Master shall be responsible for negotiating his Bills at the most favourable Rate of Exchange that can be obtained, and at the least possible Commission. He shall note on each Bill the Course of Exchange at which the same is drawn. He will also be held accountable for all the Money he shall procure for Bills negotiated by him, as aforesaid, and shall give Credit for the same in the Regimental Accounts of the Period, annexing, as his Voucher for the Amount, a Certificate or Certificates under the Signature of two respectable Merchants. In Case of actual Loss, the Amount shall be charged and certified in like Manner.

9. The

9. The Pay Master is to be amenable, in the ordinary Course, to Martial Law for every Part of his Conduct, which may appear inconsistent with Military Discipline, or the Rules of the Service: but he shall not be liable to receive Orders touching the Manner of making up his Pay Lists and Accounts from the Commanding Officer of the Corps, or other his superior Officer, unless under a special Instruction, in Writing from the Officer Commanding in Chief on the Station, if Abroad; or, if at Home, from the King, through the Commander in Chief of the Forces, or the Secretary at War.

10. In Case of imputed Misdemeanor in the Execution of his Office, it shall be in the Power of the Officer Command-
ing

ing in Chief on the Station, if Abroad, (but of no other) to suspend him from Duty, until proper Enquiry can be made into the Charges alledged against him, and to provide in such Manner, as He the said Officer Commanding in Chief shall think fit, for the Temporary Supply of the Department.

11. In Case of the Pay Master's Death or Incapacity from accident, his Papers of Accounts shall be taken into the Possession of the Major (if present, if not, of the Commanding Officer) and the two Officers next in Seniority, who are to act as a Committee of Paymastership, and to make up and transmit the several Pay Lists and Accounts, above specified, at the same Periods and under the like Regulations, as are prescribed for

for the Pay Master, until further Provision.

12. The Pay Master, once appointed, shall not be removeable, except by Command of the King, or by the Sentence of a General Court Martial.

For the P. & M. Master, and Master Pro-

42. The P. & M. Master, once appointed,

shall not be removed, except by

Command of the King or by the Sen-

ate of a General Court of War.

COPY
OF A
CIRCULAR LETTER
TO
COLONELS
OF
REGULAR REGIMENTS
OF
CAVALRY AND INFANTRY.

War-Office, 6th December 1797.

IN addition to my Circular Letter of the 18th Ultimo, I have it in Command from the KING to acquaint you with the following Decisions which have taken place, in Regard to particular Cases which may occur in the Appointment of Pay-Masters under the new Regulation.

When

When the Colonel of a Regiment is on Foreign Service, and his Regiment at Home, the Pay-Master is to be proposed by the First Lieutenant Colonel, or next Senior Officer of the Regiment, at Home, in Conjunction with the Agent.

When the Colonel is Abroad, and his Regiment Abroad also, on a different Station, no Nomination is to be made, until the Colonel or Commanding Officer of the Regiment can be consulted by the Agent.

When the Colonel is disposed to recommend the present Pay-Master, his Regiment being Abroad, a reasonable
Time

Time is to be allowed to give an Opportunity for the Colonel to communicate with his Regiment.

In each of the latter Cases, Instructions are to be immediately sent out for the present Pay-Master to act upon the new System, until a regular Appointment can take place, or for establishing an intermediate Committee of Pay-Mastership, if the present Pay-Master should decline to act.

An Allowance of Ten Shillings a Day, in Addition to his Regimental Pay, will be made to the Pay-Master for such Period as he shall continue to do the Duty
beyond

beyond the 24th Instant; and the same Allowance, in Case of his declining to act, may be appropriated to the Committee of Pay-Mastership, in such Manner as the Commanding Officer of the Regiment shall think fit.

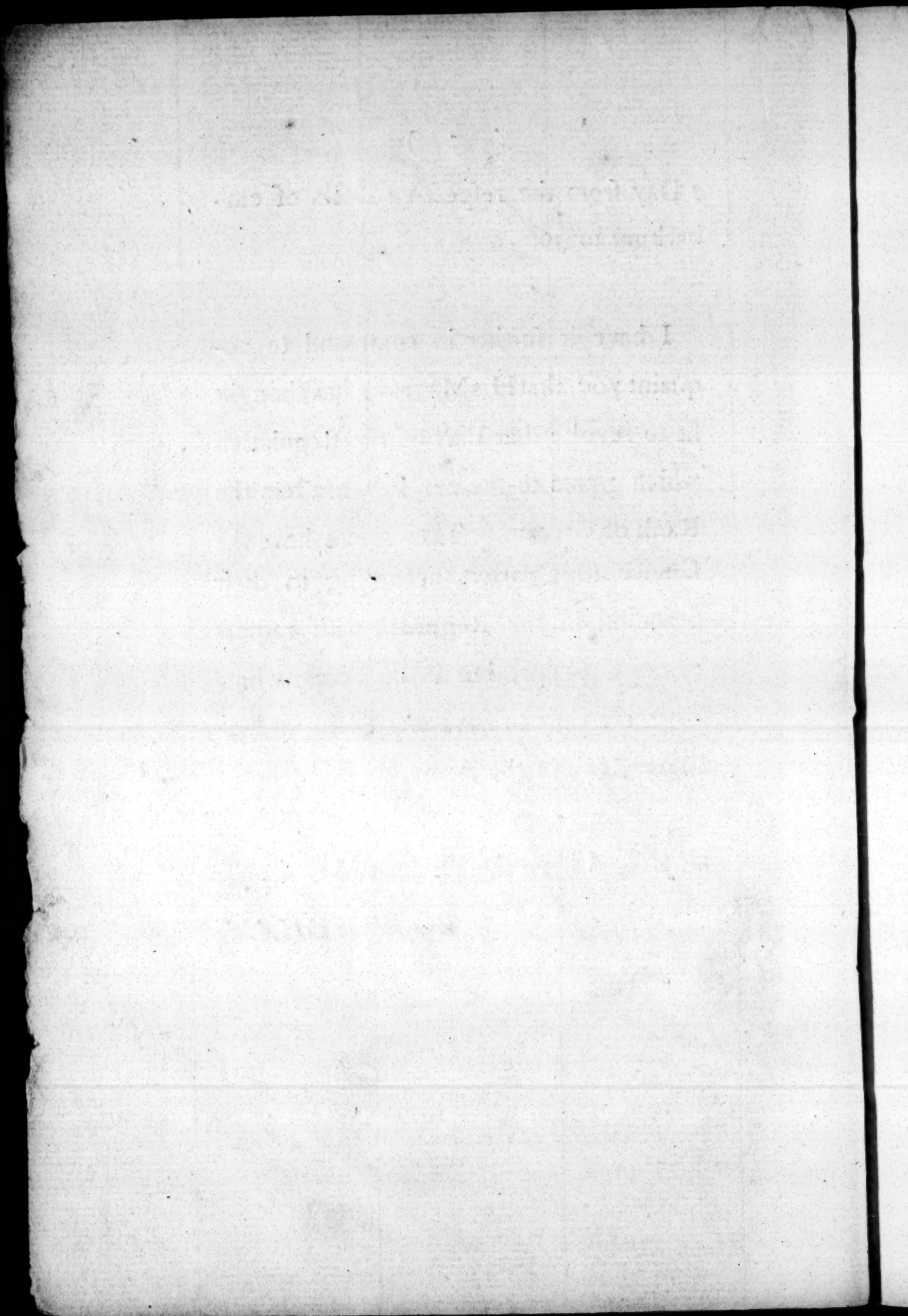
This Allowance will be provided for in the Estimate of Pay for the new Pay-Masters: who will not be permitted to receive any Part of the Pay of their Appointments but from the respective Periods of taking upon themselves the Duties thereof, except in the Instance of the Regiments being stationed Abroad, in which Case they will be allowed to receive Pay at the Rate of Five Shillings
a Day

a Day from the respective Dates of embarking to join.

I have it further in command to acquaint you, that **HIS MAJESTY** has thought fit to revoke that Part of the Regulation which grants to the new Pay-Masters the Rank of Captain. They are to have the Choice of Quarters according to their Standing in the Regiment with respect to the Captains, but in no Shape whatever are they to have any Claim to Military Rank in the Army.

I have the Honor to be, &c.

W. WINDHAM.





My dear Mr. [Name]

I have the pleasure to inform you

that I have received your letter of the

10th inst. and am glad to hear that

you are well and happy.

I am very glad to hear that you

are well and happy.

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are well and happy.

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